

**Fairfax County Park Authority
Board Meeting
July 27, 2005**

The Chairman convened the meeting at 7:40 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Board Members

Harold L. Strickland, Chairman
Joanne E. Malone, Vice Chairman
Frank S. Vajda, Secretary-Treasurer
Edward R. Batten, Sr.
William G. Bouie²
Kevin J. Fay
Kenneth G. Feng¹
Harry Glasgow
Georgette Kohler
George E. Lovelace
Gilbert S. McCutcheon
Winifred S. Shapiro

¹Arrived at 8:10 p.m.

²Board Member Absent

Staff

Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

Charlie Bittenbring
Brian Daly
Miriam Morrison
Brian Daly
Miriam Morrison
Judy Pedersen

Ray Alexander
Angie Allen
Leslie Amiri
Curt Dierdorff
Nick Duray
Sue Frinks
Kirk Holley
John Lehman
Barbara Nugent
Bethany Timmes
Ted Zavora

Guests: Pat Franckewitz, Director of the Department of Community and Recreation Services
Brian Daly's Family - Laura Daly and their three children

AGENDA CHANGES

Mr. Strickland asked if there were any changes to the Agenda. Later in the meeting

Mr. Strickland cancelled CLOSED SESSION for Land Acquisition Matters; however, CLOSED SESSION for Personnel Matters was held as originally scheduled. **There were no objections from the Park Authority Board.**

ADMINISTRATIVE ITEMS**ADMIN-1 Approval – Resolution Honoring Brian Daly for Service to the Fairfax County Park Authority (with Presentation)**

Mr. McCutcheon **MOVED** the Park Authority Board approve the resolution for Mr. Daly in honor of his accomplishments over the past 18 years; **SECONDED** by Mr. Glasgow and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

PRESENTATION

Mr. White read the resolution and Mr. Strickland assisted in the presentation of the resolution to Mr. Daly. Mr. Daly stated that it has been a fast 18 years and that this move is a good opportunity for himself and his family. Mr. Daly thanked the Park Authority Board and staff.

ADMIN-2 Adoption of Minutes – July 13, 2005, Park Authority Board Meeting

Mr. Vajda **MOVED** the Park Authority Board accept the minutes of the July 13, 2005 Park Authority Board meeting; **SECONDED** by Mr. Batten and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

ACTION ITEMS**A-1 Contract Award – Lake Accotink Dredging and Related Work**

This item was reviewed by the Planning and Development Committee on July 6, 2005 and approved for submission to the Park Authority Board.

Mrs. Shapiro **MOVED** the Park Authority Board approve a contract award to Mobile Dredging & Pumping Co. of Chester, Pennsylvania in the amount not to exceed \$7,250,000 for dredging and related work at Lake Accotink. In addition, Mrs. Shapiro recommended reserving \$725,000 or ten (10) percent of the contract award for contract contingency and \$435,000 or six (6) percent of the contract award for administrative costs for a total cost of \$8,410,000; **SECONDED** by Mr. McCutcheon and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

DRAFT MINUTES

A-2 Approval – Oakton Community Park Master Plan

This item was reviewed by the Planning and Development Committee on June 1, 2005 and approved for submission to the Park Authority Board.

Ms. Malone **MOVED** the Park Authority Board approve the Master Plan for Oakton Community Park; **SECONDED** by Mr. Vajda and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

Mr. Strickland gave the CHAIR to Ms. Malone.

A-3 Approval – Sully Historic Site Master Plan Revision

This item was reviewed by the Planning and Development Committee on July 6, 2005 and approved for submission to the Park Authority Board.

Mr. Strickland **MOVED** the Park Authority Board approve the Sully Historic Site Master Plan Revision; **SECONDED** by Mr. Batten and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

Ms. Malone returned the CHAIR to Mr. Strickland.

A-4 Award of Contracts during Park Authority Board Recess

Mrs. Shapiro **MOVED** the Park Authority Board authorize the Director or Deputy Director to approve capital construction contracts and submission of grant applications during the Park Authority Board recess; **SECONDED** by Mr. McCutcheon and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

A-5 Approval – Revision to the Financial Management Principles to Recognize Deferred Revenue as a Cash Stabilization Reserve

This item was reviewed by the Budget Committee on July 13, 2005 and approved for submission to the Park Authority Board.

Mr. Vajda **MOVED** the Park Authority Board approve this interim reserve to replace the current 3% Managed Reserve, as presented by staff; **SECONDED** by Mr. McCutcheon and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having

arrived. There was no discussion on this item.

DRAFT MINUTES

A-6 Approval – American with Disabilities Act (ADA) Self-Evaluation/Transition Plan Update

This item was reviewed by the Park Services Committee on June 1, 2005 and approved for submission to the Park Authority Board.

Mr. Vajda **MOVED** the Park Authority Board approve the American with Disabilities Act (ADA) Self-Evaluation/Transition Plan and implementation of the plan within the limits of available funding; **SECONDED** by Mr. McCutcheon and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

A-7 Appointments to the Fairfax County Park Foundation, Inc.

Mr. Vajda **MOVED** the Park Authority Board concur with the appointment of Robert Cochran and Kathryn Ward and the reappointment of Gerald Gordon to the Board of Directors of the Fairfax County Park Foundation; **SECONDED** by Mr. McCutcheon and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

A-8 Authorization to Permit the Park Authority Director to Renew Interim Use Agreements for Quinn Farm Park

Mr. Vajda **MOVED** the Park Authority Board authorize the Director to renew the Interim Use Agreements for Quinn Farm Park with the Chantilly Youth Association (CYA) and the Southwestern Youth Association (SYA); **SECONDED** by Mr. McCutcheon and **APPROVED** with Mr. Bouie being absent and Mr. Feng not having arrived. There was no discussion on this item.

INFORMATION ITEMS

I-1 Ellmore Farm Center – Rental Fee Pilot

This item was reviewed by the Resource Management Committee on July 27, 2005 and was approved for submission to the Park Authority Board.

The board reviewed the item regarding Ellmore Farm Center – Rental Fee Pilot.

The Director will proceed with opening the Ellmore Farm Center to the public and charge for services on a pilot basis. **There were no objections from the Park Authority Board.**

I-2 Announcement of the 2005 Elly Doyle Park Service Award Recipients and an Update on the 2005 Volunteer Recognition Event

This item was reviewed by the Elly Doyle Committee on July 27, 2005 and approved for submission to the Park Authority Board.

Mr. Vajda reported that the Elly Doyle Committee had met earlier in the evening to evaluate the nominations for the 2005 Elly Doyle Park Service Awards. Mr. Vajda announced the following recipients for 2005:

1. Earth Sangha is being recognized for their environmental stewardship and volunteer efforts which benefit the Park Authority in countless ways.
2. Joseph Wilkinson, a 13 year old student, has been selected for his 3 years of volunteering at Frying Pan Park and who literally grew up on the farm.
3. Nick Yannarell, who has accrued over 22,000 hours of interpretation, research, improvement and promotion at Resource Management Division sites.
4. William Edward Pickens, III, who is a tireless worker on the Cross County Trail and works closely with young people fostering an understanding of stewardship and appreciation for the natural world.

A press release will be issued in the next few days announcing the 2005 Elly Doyle Park Service Award recipients. The recipients will be honored at a reception on Friday, November 18, 2005, at the Waterford at Fair Oaks. The evening will feature fun-filled entertainment, delicious light fare, a video of the 2005 Elly Doyle Park Service Award recipients, recognition of outstanding Park Authority volunteers, and the presentation of the 2005 Elly Doyle Park Service Awards. Invitations will be sent to Park Authority Board members and staff, the Board of Supervisors, and Park Authority volunteers and supporters. This event is being held in honor of all Park Authority volunteers and will be free to all attendees.

No action was necessary.

I-3 Walk-on Use Committee – Final Report

The final Walk-on Use Committee report was provided to the board. Ms. Malone stated that she would like the final report taken to the Park Operations Committee to discuss the recommendation of a change to the Park Authority Regulations. **There were no objections from the Park Authority Board.**

Mr. Strickland thanked Pat Franckewitz, the Director of the Department of Community and Recreation Services for her attendance. Mr. Strickland stated that in order to enact the changes to the Park Authority Regulations the Park Authority is required to hold a public hearing and comment period, and to review the language for legal implications. After Committee action is taken, the item will then come back for formal action by the Park Authority Board.

Ms. Franckewitz indicated that the NIP item has gone forward to the County Executive, and will hopefully be presented to the Board of Supervisors by Friday, July 29. The Board of Supervisors will then determine if further action needs to be taken.

Mr. Strickland asked that a memo be sent to the County Executive that stating that the Park Authority Board has reviewed the final report and that the recommendations will have to go back to the Park Operations Committee in September for further action regarding the change to park regulations. The Walk-on Use Committee will provide any information and will work with the Park Authority as needed. **There were no objections from the Park Authority Board.**

Mr. Batten asked Brian Daly to provide any information or guidance on the report prior to leaving for Charlottesville, since he has been intricately involved in the process. Mr. Batten also suggested that the Park Operations Committee and the Administration and Management Committee hold a joint meeting to discuss the changes to the Park Authority Regulations. Mr. Batten invited Pat Franckewitz to participate in the joint meeting.

Mrs. Shapiro asked about the School Board taking action before the Park Authority Board has had an opportunity to go through its process. Ms. Franckewitz indicated that the School Board has been asked to look at the draft language, endorse the concept, and forward their information to the Park Authority.

No action was necessary.

CHAIRMAN'S MATTERS

- Mr. Strickland noted that the Board received a copy of the County Attorney's opinion regarding proffers for active vs. passive facilities.

DRAFT MINUTES

DEPUTY DIRECTOR'S MATTERS

- **Seven Day Operations and Community Connections Initiatives**

Mr. White distributed his memorandum to the Board dated July 27, 2005, which explains the two initiatives. The Seven Day Operations initiative changes the traditional five-day work week in the Park Operations Division and expands it to a seven-day operation which will increase staff presence in our parks on the weekends.

Mrs. Shapiro asked that the County Executive be notified that the Park Authority is going to begin a seven-day operation, especially in light of the walk-on use report.

Community Connections is an outreach program set up to work with diverse populations and large groups in our parks, to deal with over-crowding situations, address vendor concerns, and to work with people in the community to determine their recreational needs and design classes and programs for that population. The program will be piloted for a one-year period, followed by a review to determine its viability and make adjustments.

Mr. Strickland requested that the Seven Day Operations and Community Connections Initiatives be on the September 7, 2005 Park Operations Agenda. **There were no objections from the Park Authority Board.**

Mr. White indicated that the Park Authority Board will be presented with a more complete rendering of the organizational structure and scope of responsibilities for the Community Connections program in September after the determination of the Fiscal Year 2005 carryover request.

- **Cub Run RECenter Selected for Design Award**

Mr. White reported that the Park Authority has received a letter from Jim Zook, Director of the Department of Planning and Zoning, announcing that the Fairfax County Park Authority has been selected to receive a Merit Award to recognize its design excellence of Cub Run RECenter. The Awards Ceremony is scheduled for the fall and staff will provide the details as soon as they become available.

- **Employees to Receive Outstanding Performance Awards (OPA)**

Mr. White announced that the Outstanding Performance Awards ceremony will be held Friday, July 29, 2005 at 10:00 a.m. in the Government Center Forum. The following Park Authority employees will be receiving OPA's:

Thu-Thuy Ha - Purchasing

Amber Janak - Park Services

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"Irish" Grandfield – Planning and Development

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The Team Award will be presented to the Mason District Park Amphitheatre Reconstruction Team which consisted of:

Project Manager Don Sotirchos - Planning and Development

Richard Maple - Park Operations / Area 2 Maintenance

Deb Garris - Planning and Development

Doug Guzman - Planning and Development

Ron Pearson - Park Operations

Jody DelSignore - Park Operations / Mobile Crew

Bruce Williams - Park Operations / Area 2

Sousan Frankeberger - Park Services / Program Services

Lori Bassford - Human Capital Development / Safety

DPW&ES staff included:

Shahab Baig, Bijan Sistani, and Mirza Baig - West-Environmental and Facilities Review Division

Alysia Franklin - Plan and Document Control

Jim Getts - Environmental Facilities Inspection Division

Cecil Hardee, Brian Foley, and Chris McArtor - Building Plan Review and Permits Division

Department of Finance included:

Lisa Marston - Risk Management

Department of Management and Budget included:

Martha Reed and Molly Cooper

Mr. White congratulated the entire team and commended them for a job well done.

- **Wakefield Skate Park Hosts "Battle of the Shops Contest"**

Mr. White announced that on August 14, 2005 from noon to 5:00 p.m. the Wakefield Skate Park, in conjunction with Asylum Wake Skate and Snow, is hosting the "Battle of the Shops Contest" presented by Oakley. The contest will feature some of the best skaters in the Virginia, DC, and Maryland area. The high quality of skaters and well known sponsors are of significant interest to the skating community and promises to be an exciting event. The event is sponsored by Oakley, Asylum, Red Bull, Natural Concepts, Metro Teck, and Anthem Shoes. There will be a DJ and a popular radio MC. The competition will be based around nine skate shops bringing out four skaters per shop to compete for bragging rights for the store and prizes for the skater. The event is open to the public so any community based skater who wish to register will have a chance at the prizes and possible sponsorship by the companies involved. Spectators will be free.

- **Hunter Mill District Supervisor Hosts Community Softball Game at Baron Cameron Park**
Mr. White announced that on August 10, 2005, between 4:00 p.m. and 8:00 p.m., Hunter Mill District Supervisor Cathy Hudgins will host a community softball game at Baron Cameron Park. The game will match up radio stations WPGC 95.5 and WHFS El Zol Radio vs. the Reston District Station of the Fairfax County Police Department and youth from the Reston Teen Center. There will also be a soccer field available for anyone wanting to play soccer. The event is sponsored by Infinity Broadcast Corporation, the owner of both WPGC and WHFS. The event aims to encourage local youth, governmental agencies and service providers to collaborate with one another, fostering relationships based on respect and communication, while also discouraging violence. The Fairfax County Police Department, Department of Systems Management, Department of Community and Recreation Services and Supervisor Hudgins office are collaborating to hold the event. There will be food vendors, live radio broadcast (or interaction), athletic games, interactive games with prizes, and information booths. The event is open to the public, and the radio stations will be publicizing the event. Participation is projected to be more than 250 people, in addition to the event sponsors. The other athletic fields at Baron Cameron Park are scheduled to other users on August 10 during the times that this event will be held. There may be issues related to parking at the park and surrounding neighborhoods due to the impact of this event in addition to the normal users of the park.

COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS

EXECUTIVE COMMITTEE

Chairman: Mr. Strickland

Members: Ms. Malone and Mr. Vajda

Staff: Mr. Kane

Mr. Strickland, Chairman of the Executive Committee, stated that the committee meets prior to all board meetings and on the Park Authority Board's Committee Day. The next committee meeting is scheduled for September 7, 2005.

STANDING COMMITTEESAdministration and Management Committee

Chairman: Mr. Batten

Members: Ms. Kohler, Ms. Malone, Mr. Bouie, Mr. Feng, and Mr. Lovelace

Staff: Miriam C. Morrison, Division Director for Administration

Mr. Batten, Chairman of the Administration and Management Committee, reported that the Joint Administration and Management / Park Operations Committee minutes dated May 4, 2005 would be forthcoming. The next committee meeting would be announced.

Budget Committee

Chairman: Mr. Feng

Members: Ms. Kohler, Ms. Malone, Mrs. Shapiro, Mr. Bouie, and Mr. Fay

Staff: Miriam C. Morrison, Chief Financial Officer, Administration Division

Mr. Feng, Chairman of the Budget Committee, distributed copies of the committee minutes dated June 22 and July 13, 2005. The next committee meeting would be announced.

Planning and Development Committee

Chairman: Mrs. Shapiro

Members: Ms. Malone, Mr. Batten, Mr. Fay, Mr. McCutcheon, and Mr. Vajda

Staff: Lynn Tadlock, Division Director for Planning and Development

Mrs. Shapiro, Chairman of the Planning and Development Committee, distributed copies of the committee minutes dated July 13, 2005. The next committee meeting is scheduled for September 7, 2005.

Park Operations Committee

Chairman: Ms. Malone

Members: Mr. Bouie, Mr. Fay, Mr. Glasgow, Mr. Lovelace, Mr. McCutcheon, and Mr. Vajda

Staff: Brian Daly, Division Director for Park Operations

Ms. Malone, Chairman of the Park Operations Committee, reported that the Joint Administration and Management / Park Operations Committee minutes dated May 4, 2005 would be forthcoming. Also, the Park Operations Committee minutes dated June 1, 2005 and July 6, 2005 would be forthcoming. The next committee meeting would be announced.

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Resource Management Committee

Chairman: Mr. Vajda

Members: Ms. Kohler, Ms. Malone, Mrs. Shapiro, Mr. Batten, Mr. Fay, Mr. Glasgow, and Mr. McCutcheon

Staff: Cindy Messinger, Division Director for Resource Management

Mr. Vajda, Chairman of the Resource Management Committee, reported that the committee minutes dated July 27, 2005 would be forthcoming. The next committee meeting would be announced.

Park Services Committee

Chairman: Mr. McCutcheon

Members: Mr. Batten, Mr. Bouie, Mr. Feng, Mr. Glasgow, Mr. Lovelace, and Mr. Vajda

Staff: Charlie Bittenbring, Division Director for Park Services

Mr. McCutcheon, Chairman of the Park Services Committee, distributed copies of the committee minutes dated July 6, 2005. The next committee meeting would be announced.

WORKING/OVERSIGHT COMMITTEESElly Doyle Park Service Award CommitteeBoard of Directors/Executive Committee

President: Hal Strickland, Fairfax County Park Authority

Members: Joanne E. Malone (Fairfax County Park Authority)

Gilbert S. McCutcheon (Fairfax County Park Authority)

Frank S. Vajda (Fairfax County Park Authority)

William G. Bouie (Fairfax County Park Authority)

Staff: Judy Pedersen, Staff Liaison

See page 5 for item I-2 Announcement of the 2005 Elly Doyle Park Service Award Recipients and an Update on the 2005 Volunteer Recognition Event for Mr. Vajda's announcement of the groups and individuals who were selected for the 2005 Elly Doyle Park Service Awards.

FOR THE RECORD

Mr. Vajda requested that the Budget Committee minutes dated June 22, 2005 and July 13, 2005, the Park Services Committee minutes dated July 6, 2005, and the Planning and Development minutes dated July 6, 2005, be entered into the record. **IN THE ABSENCE OF AN OBJECTION, SO ORDERED.**

DRAFT MINUTES

BOARD MATTERS

- **Joanne E. Malone**

Ms. Malone reported that after a number of surgical procedures she is able to see much better and she appreciates all the support she received from the Board and from staff members.

- **Frank S. Vajda**

Mr. Vajda reported that Supervisor Gross joins him in thanking Brian Daly for a super, outstanding job, and expressed appreciation for his support on many, many projects in Mason District that resulted in a lot of equipment being modernized, improved, and brought up to safety standards in some of the major projects, most notably and most recently the Amphitheater at Mason District Park. Mr. Vajda stated that he also appreciates getting to know Brian better over the last year and has learned that Brian is quite a public speaker. Brian has an eloquent and very articulate manner of speaking that will serve him well.

Mr. Vajda thanked Board Members Batten, Glasgow, Kohler, Lovelace, Malone and McCutcheon for attending the John C. and Margaret K. White Horticultural Park Public Workshop on July 21, 2005. Mr. Vajda stated that a number of citizens turned out and the workshop was quite successful. Some of the attendees commented that they were quite impressed with the number of Park Authority Board members that attended the workshop.

- **Gilbert S. McCutcheon**

Mr. McCutcheon noted that the John C. and Margaret K. White Horticultural Park Workshop was very informative.

- **Winifred S. Shapiro**

Mrs. Shapiro reported that the Board officially approved the contract award for the Lake Accotink dredging. Winnie requested that staff work with her in planning community outreach meetings for this project, to work with the Supervisor's office, staff on site and various neighborhoods in the community.

- **Kenneth G. Feng**

Mr. Feng had no board matters.

- **Kevin J. Fay**

Mr. Fay stated that he hoped he would be able to see Brian in the Charlottesville area.

Mr. Fay thanked Brian for everything he had done, for the projects countywide, but especially in the Dranesville District.

Mr. Fay thanked Lynn Tadlock, Cindy Messinger, and Michael Rierson and staff members that worked on the Turner Farm issues. An item should be forthcoming after the August recess. Mr. Fay stated that he felt substantial progress was made on the issue of moving forward with the equestrian facility.

- **Edward R. Batten, Sr.**

Mr. Batten wished Brian and his family success and happiness.

Mr. Batten stated that he was pleased that he had attended the workshop for the John C. and Margaret K. White Horticultural Park. It was the first of its kind that he had attended and he was extremely impressed with the way the participants handled their tasks. It was a very uplifting and informative time. Mr. Batten reported that he was very appreciative of the letter from one of the participants to the Board members that were present. Mr. Batten asked Mr. Vajda to pass along his thanks to the participants as he encounters them.

To Tim White, Mike Kane, Lynn Tadlock, and John Lehman, Mr. Batten extended his thanks for the efforts being made to make the Hooes Road Park become what it should have been and what it will be. Supervisor Frey, Lynn Tadlock and John Lehman, members of Supervisor Frey's office and Mr. Batten spent time with members of the Lee District community to give them an opportunity to express their concerns and thoughts. The Springfield Youth Club and the Springfield Youth League are very supportive of Hooes Road Park.

Mr. Batten encouraged the Board Members to continue to seek out and provide names of folks that can and are willing to serve on the Park Foundation Board.

- **Georgette Kohler**

Ms. Kohler thanked Brian Daly and wished him and his family well.

Ms. Kohler noted that she had been thanked a number of times by participants in the John C. and Margaret K. White Horticultural Park Workshop. The citizens seemed to be very appreciative of the number of Board Members that participated in the workshop.

- **George E. Lovelace**

Mr. Lovelace commented that he too had a great time at the John C. and Margaret K. White Horticultural Park Workshop. He was impressed by Mr. Vajda's invitation. Other members have had events, but Mr. Vajda's was very compelling.

Mr. Lovelace mentioned that at the last meeting of the Athletic Council the report on athletic fields at Sully were discussed, and the outcome was that the Park Authority needs to develop more artificial turf fields. The Providence District representative indicated that they are undertaking a similar study.

The Jamestown 2007 Committee met on Tuesday, July 26, 2005 and identified a project called the "Legacy Project," which will result in the publication of a 200 page booklet. The booklet will contain articles that were written by members of the county (not scholars) that will provide a picture of things of interest to people that are historical or otherwise.

Mr. Lovelace asked if anyone had any information they would like to see published the committee would appreciate their input. He will provide more information at a later date.

Mr. Lovelace commented that the letter that was sent to McLean Youth Soccer as a result of the last Board meeting was very well written.

- **Harrison A. Glasgow**

Mr. Glasgow stated that he also enjoyed his time at the John C. and Margaret K. White Horticultural Park Workshop, but noted that J.E.B. Stuart High School was difficult to find.

Mr. Glasgow also thanked Brian for having known him.

- **William G. Bouie**

Mr. Bouie was absent.

- **Harold L. Strickland**

Addressing Brian Daly, Mr. Strickland stated that the Park Authority Board respects and wishes Brian all the luck in the world. Mr. Strickland extended an invitation for Brian to come back and see everyone.

- **There were no other BOARD MATTERS reported.**

CLOSED SESSION

Land Acquisition Matters was cancelled.

Personnel Matters was held.

DRAFT MINUTES

At 8:51 p.m. Mr. Vajda **MOVED** the Park Authority Board convene in closed session for

- a. Discussion of personnel matter for **discussion of the Director's Performance Evaluation** pursuant to Virginia Code 2.2 - 3711 (A) (1)

The MOTION was **SECONDED** by Ms. Malone and **APPROVED** with Mr. Bouie being absent.

Personnel Matters were discussed.

All staff including the Recording Secretary were requested to leave the room.

At 10:16 p.m. Mr. Vajda **MOVED** the Park Authority Board return to the Open Session;
SECONDED by Ms. Malone and **APPROVED** with Mr. Bouie being absent.

CERTIFICATION OF CLOSED SESSION

Mr. Vajda **MOVED** the Park Authority Board certify that, to the best of our knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia

Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board;

SECONDED by Ms. Malone and **APPROVED** with Mr. Bouie being absent.

ACTIONS FROM CLOSED SESSION

NOTE: For consistency in reporting and future research, the Administrative Assistant keeps all items in numerical order as discussed during Closed Session.

C-1. Personnel Matters – Discussion of the Director's Performance Evaluation

NOTE: All staff, including the Recording Secretary, were requested to leave the room.

Personnel Matters were discussed. There was no discussion or action on this item.

ADJOURNMENT

At 10:17 p.m. Mr. Vajda **MOVED** that the Park Authority Board meeting be adjourned;
SECONDED by Ms. Malone and **APPROVED** with Mr. Bouie being absent.

Frank S. Vajda
Secretary-Treasurer

Minutes Approved at Meeting
on September 14, 2005

Timothy K. White, Deputy Director

Park Authority Board Minutes prepared by

Nancy L. Brumit, Administrative Assistant

DRAFT MINUTES